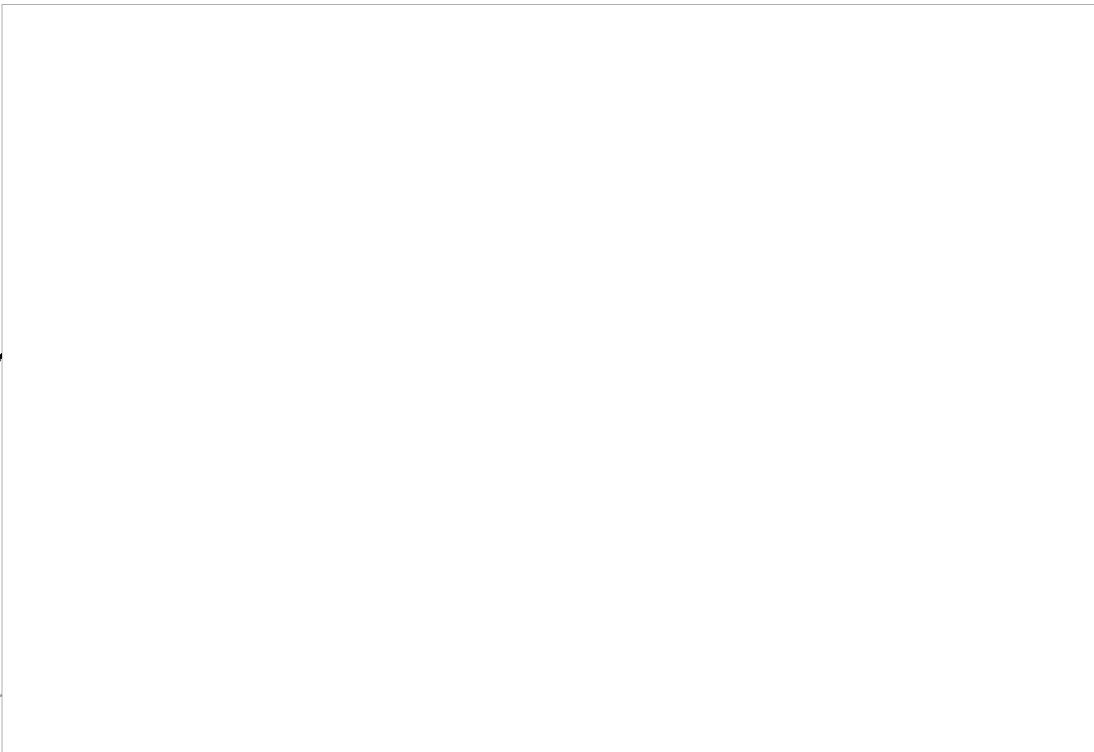
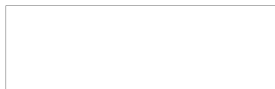


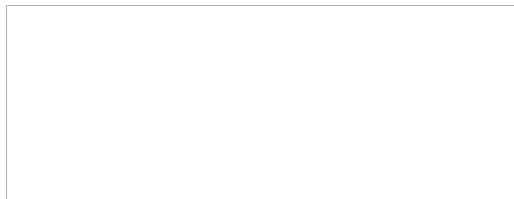
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Ministry of Agriculture RSFCR



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SECRET

THE MINISTRY OF AGRICULTURE RSFSR

The chief task of the Ministry of Agriculture RSFSR is the direction of kolkhozes within the Russian Federation, i. e. collective farms located within the territory of the RSFSR. This direction is not exercised by direct contact with the kolkhozes, but through kray and oblast agricultural administrations, and ASSR agricultural ministries.

Peasants and kolkhozes are supervised according to the following scheme:

Ministry of Agriculture USSR
↓
Ministry of Agriculture RSFSR
↓
ASSR Ministries of Agriculture, Kray and
Oblast Agricultural Administrations
↓
Rayon Agricultural Divisions
↓
Village Soviets
↓
Kolkhozes

State farms (sovkhozes) are not directed by the Ministry of Agriculture USSR or RSFSR. There is a special Ministry of State Farms for this purpose.

In addition to collective agriculture, the Ministry of Agriculture RSFSR directs agricultural education - agricultural tekhnikums and secondary schools. Higher agricultural schools are within the jurisdiction of the Ministry of Higher Education USSR.

Structure of the Ministry

The ministry is headed by a minister and three deputies. Each of them directs a separate portion of the work. The minister himself directs administrative affairs.

The ministry consists of seven administrations and ten independent divisions - a total of 17. The Inspectorate and the office for Administrative Affairs are directly subordinate to the Minister.

A schematic presentation of the administrative hierarchy of the Ministry of Agriculture RSFSR is given on the following page:

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SECRET

MINISTER

Inspectorate

Secret Unit

Administrative Affairs

Bookkeeping and
ChanceryDivision of Housing -- Typing Bureau
and Garages

DEPUTY MINISTER

Administration
for Field and
Plant
Cultivation

Center and North

South and West

East

Division for
PomicultureAdministration
for Milled Pro-
ductsAdministration
for Melioration
and Land
ManagementDivision for
MeliorationDivision for
Land
ManagementDivision for
Planning and
Finance

Planning Group

Finance Group

DEPUTY MINISTER

Administration
for Educational
Institutions

Academic Division

Finance Division

Bookkeeping

Division for
Practice
TrainingScientific
DivisionDivision for
Mass Qualifica-
tion Cadres

Cadre Division

DEPUTY MINISTER

Administration
for Animal
Husbandry

Center and North

South and West

East

Veterinary
Administration

Center and North

South and West

East

Division for
ApicultureDivision for
AvicultureQuarantine and
Insect Pest
Control

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1. The Administration of Field and Plant Cultivation controls all matters pertaining to the apportionment of agricultural crops in the kolkhozes (rye, wheat, barley, oats, potatoes, sugar beets, sunflowers, millet, herbs, vegetables, etc.).

This administration handles the planned apportionment of agricultural crops in the kolkhozes of the RSFSR, the cultivation of new crops, the establishment and control of crop rotation, the supply of mineral fertilizers, the development of local seed supplies, etc.

Due to the vast size of the RSFSR, this administration has three divisions: Central and North RSFSR, South and West RSFSR, and East RSFSR (Siberia). Officials of the administration have agricultural training with specialties in the field cultivation, arboriculture, herbs, fertilizers, etc. Approximately 30 persons are employed in the administration.

2. The Division of Pomiculture is concerned with questions related to horticulture and pomiculture (raspberries, currants, gooseberries, garden strawberries, etc.). Forced collectivization in the USSR during the period 1929-1930 brought about a sharp decrease in the number of orchards. The Soviet government is carrying out an intensive program of creating new kolkhoz orchards. The division has approximately eight to ten employees.

3. The Administration for Milled Products is charged with supervision of the work of kolkhoz mills, and is concerned rather with the processing of agricultural products than with the cultivation of the actual crops. Special attention is devoted ^{to} the processing of grains. The administration has about ten employees.

4. The Administration for Melioration and Land Management is charged with the determination of kolkhoz boundaries, with the planning of crop rotation of the fields (ie; survey work), and with problems of melioration such as drainage and irrigation.

The administration is divided into two divisions: The Division for Land Management and the Division for Melioration. The administration has approximately 14 employees.

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5. The Division for Planning and Finance is divided into two groups which conduct the planning and financing of agricultural operations in conformity with state goals. The division is charged with the distribution of RSFSR consignments of tractors, combines, agricultural machinery and implements, automobiles, fertilizers, etc. The state determines appropriate allocations for the Ministry of Agriculture USSR, and the latter distributes the allocated material among the agricultural ministries of the union republics, including the RSFSR. The Division for Planning and Finance draws up estimates and statements of materials needed. The division has about 13 to 15 employees.

6. The Inspectorate is directly subordinate to the Minister. Its tasks are as follows: verification of fulfillment by administrations and divisions of instructions received from higher authorities as well as fulfillment of regulations issued by the Minister and his deputies, control over liaison between divisions, control over fulfillment of tasks with target dates, composition of suitable replies to written inquiries, and general control over current correspondence.

In many cases the Inspectorate is empowered to control fulfillment by kray and oblast agricultural administrations of instructions issued by the ministry. Occasionally, regulations and orders issued by the minister are either not fulfilled, or fulfilled only after much delay. The role of the Inspectorate is to spur the laggards. The Inspectorate has a staff of five employees.

7. Administrative Affairs are subordinated directly to the Minister. This office is sub-divided as follows:

a. Bookkeeping and Chancery. This office is charged with salary disbursement to ministerial employees, maintenance of all types of accounts for employees, and dispatch and receipt of correspondence.

b. Division of Housing and Garages. This office is charged with problems concerning the housing facilities of the ministry, current and capital repair, maintenance of cleanliness on premises of the ministry, and control over garage facilities.

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e. Legal Advice. This office is charged with the conduct of the legal affairs of the ministry, and defends its interests.

d. Typing Bureau. This office is charged with the reproduction of material in typed form.

Administrative Affairs has jurisdiction over automobiles and chauffeurs assigned the ministry. The Administrative Affairs staff consists of approximately 25 employees.

g. The Administration for Educational Institutions is perhaps the largest in the ministry. It has not less than 45 employees. Its function is the organization and control of agricultural secondary schools (tekhnikums) in the USSR. This administration is divided into four divisions:

a. Academic Division. This division supervises acceptance of students by the tekhnikums, their academic progress and proper orientation, their living conditions, the quality of instruction provided them, and their assignment upon completion of tekhnikum courses. This division conducts frequent inspections for on-the-spot information concerning life in the agricultural tekhnikums.

b. Finance Division. This division checks implementation of financial estimates /approved for/ the educational institutions (salaries, current and capital repairs, study grants-in-aid).

c. Bookkeeping. This office handles all accounting operations and bookkeeping work for the agricultural educational institutions.

d. Division for Practice Training. This division is charged with supervision of practice-training work in the tekhnikums and on training farms.

The administration as a whole is charged with the following duties: inspection, review, and approval of annual production and organizational plans of training farms, and allocation of automobiles, tractors and other agricultural machinery, and fertilizer, etc.

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All institutions of higher learning within the soviet system are within the jurisdiction of the Ministry for Higher Education USSR. Secondary schools (agricultural, medical, technical, etc.) are within the jurisdiction of the respective ministries which contain administrations for educational institutions similar to that described above.

9. The Scientific Division supervises agricultural experimental stations. These stations include state farms which conduct experimental work connected with plant cultivation (flax cultivation, olericulture, horticulture, etc.) and animal husbandry. The purpose of this experimental work is to attain higher crop yields and to increase animal husbandry productivity. Experimental stations carry on scientific-research work connected with selection and genetics, and develop new high-yielding and disease-resistant varieties, new scientific cultivation techniques, and new animal husbandry techniques. The division has approximately 8 employees.

10. The Division for Mass-Qualification Cadres directs the training of agricultural cadres with mass qualifications such as field brigade leaders, vegetable gardeners, animal husbandry men, fruit and berry gardeners, tractor drivers, etc. The secondary agricultural education institutions reach tens of thousands of individuals, but the program for training of workers with mass qualifications reaches hundreds of thousands of collective farm workers on the kolkhozes. The division has five employees.

11. The Cadre Division is charged with the supervision of all cadres within the jurisdiction of the ministry. The division handles all questions pertaining to the selection, allocation, and supervision of cadres. The division has approximately five employees.

12. The Secret Unit (or Special Division) keeps files on all personnel employed by the ministry, and its activities are shrouded in mystery. Only one man is employed in this division, and he is directly responsible to the minister. There is no doubt but that the work of this division is closely linked to the NKVD-MGB.

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13. The Administration for Animal Husbandry is charged with the increase of livestock herds within the RSFSR. The administration has three divisions: Center and North, South and West, and East. The administration has approximately 25 employees.

14. The Veterinary Administration is likewise divided into three divisions: Center and North, South and West, and East. This administration has approximately 20 employees.

15. The Division for Apiculture supervises the organization of apiaries in the kolkhoses, and the procurement and care of bees in general. The division has five employees.

16. The Division for Aviculture supervises the organization and activities of poultry farms on kolkhoses. This division has approximately four to five employees.

17. Questions pertaining to quarantine and insect pest control are handled by a special division which is charged with the following tasks: supervision of entomological^{and}/phytopathological work, adoption of prophylactic measures, and protection of grain and seed stores. This division has approximately eight to ten employees.

There are a total of from 200 to 220 employees in the Ministry of Agriculture RSFSR.

Operational Procedure

Operational procedure in the ministry was of a typically bureaucratic nature: correspondence with other offices, answering innumerable questions, and "current business"; in short, mountains of writing. Incoming correspondence was sorted into the categories of "control" and "ordinary". Control correspondence had to be answered within three days. The mail came every day, and sometimes the volume was so great that all the specialists did nothing but answer correspondence.

This was the regular routine. The work as a whole was based on the annual plan. There was an operational plan for each administration, and plans for each division. The plans were yearly, quarterly, and monthly.

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Let us take as an example the Administration for Educational Institutions, where the writer headed the Division for Practice Training. There follows a typical monthly plan for the administration:

1. Conduct two local inspections.
2. Review a certain number of production plans.
3. Provide practice training instruction.
4. Distribute cattle and seed among the farms.
5. Compile statistical data on spring sowing.
6. Allocate agricultural machinery and implements among the farms.
7. Organize tractor repair on the farms.
8. Render assistance to war-damaged farms.
9. Submit seed-loan requests to the government on behalf of the farms.
10. Current correspondence.

In addition to the plan, there were various meetings and conferences which generally took place about twice a week. A great deal of time was likewise taken up by visitors coming to the ministry from the provinces concerning this or that problem.

- END -

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